FRAN Schedule of Major Events
MSc Students

Semester 1 (and every subsequent semester)

**Academic Registration:** course selection ([WebAdvisor](#))

**Financial Registration:** separate, but required part of registering for each semester. Students may choose to pay their tuition via payroll deductions of their GTA/GSA/GRA ([WebAdvisor](#))

**Graduate Student Evaluation:** the [Graduate Student Evaluation Report](#) must be completed at the end of each semester and signed by all members of the Advisory Committee and the student. This evaluation is the Advisor’s responsibility to complete and submit to the Graduate Program Assistant no later than the first Friday of the following semester.

Semester 2

**Establish Advisory Committee:** the [Advisory Committee Appointment & Program Degree Form](#) needs to be submitted to the Graduate Program Assistant by the 20th class day of semester 2. Failure to submit this form will result in blocked registration in the following semester. This signed form represents a contract between the student and the university program. 

A new [Advisory Committee Appointment & Program Degree form must be submitted if any changes are made to the Advisory Committee or if there are program changes.](#)

**Research Seminar Presentation**

Semester 3

**Thesis Proposal:** The [Thesis/Major Research Paper Proposal: Approval Form](#) is due by the end of the 3rd semester for thesis master’s students ([Thesis and Defense Guidelines](#)).

Semester 4

**Research Seminar Presentation**

Semester 5

**Apply to Graduate:** Students must review [Graduation Information](#) and apply to graduate.

Semester 6

**Thesis Defense:** Students must submit the [Examination Request Form](#) to the Graduate Program Assistant a minimum of 3 weeks before the scheduled examination date. Students and Advisors will also forward the name of three
possible defense chairs at this time, as well as names for a third faculty member to sit on the defence committee. **In total, there must be 4 faculty members present at the defence: chair, advisor, committee member and one additional faculty member.** Please see [Master’s Degree – Thesis Submission Schedule](#) for detailed information regarding Thesis Defence and submission of thesis.